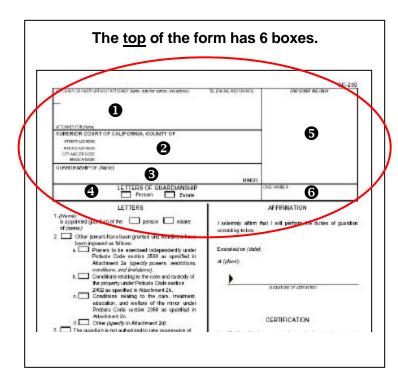


FORM GC-250 INSTRUCTIONS

LETTERS OF GUARDIANSHIP (GC-250)

Tips for completing Court forms, Click here

Filling out the Caption on your form



Fill out the caption boxes as follows:

- "Attorney or Party without Attorney" if you do not have an attorney, fill in your name, address, and telephone number".
 - Attorney For (Name)" if you do not have an attorney, write "In Pro Per" (which means that you are representing yourself).
- "SUPERIOR COURT OF CALIFORNIA, COUNTY OF" – write the name of the County where you are filing your case. Click here for location of courts.
- **3** "Guardianship of (Name)" write in the full name of the minor (child).
- Check the box "Person" or "Estate".
- **5** "For Court Use Only" Leave blank.
- **6** "Case Number" Write in the case number.

LETTERS

On the <u>left side</u> of the form

- 1. Print the <u>guardian</u>'s name and check the right box or boxes ("person" or "estate"). Write the minor's (child's) name.
- Leave blank.
- 3. Leave blank.
- Leave blank.

AFFIRMATION

On the right side of the form:

Write the date, place (city and state) where you are signing this form. Sign your name.

If there are two guardians, both people should sign this form. After the court hearing, give this form to the clerk so that these <u>Letters</u> can be <u>certified</u> by the court. You may need to buy or make several copies of this form.